



# Village of Savoy

## Application for Employment

Position you are applying for: \_\_\_\_\_ Date of Application : \_\_\_\_\_

### Personal Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Are you eligible to work in the United States? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you presently have an application for employment on file with the Village of Savoy? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you currently employed? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, do you work \_\_\_\_\_ full-time \_\_\_\_\_ part-time

May we contact your present employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

If offered employment with the Village of Savoy, what day would you be available to start work? \_\_\_\_\_

Are you available to work full-time? \_\_\_\_\_ Yes \_\_\_\_\_ No Overtime? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you possess a valid, current Illinois driver's license? \_\_\_\_\_ Yes \_\_\_\_\_ No

### Education

School	Location	Years Completed	Year Graduated-if applicable
High School			
Undergraduate College			
Graduate School			
Other (Specify)			

Describe any specialized training or skills that you believe add to your ability to perform the job applied for: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

List any equipment, machinery or vehicle, which you are capable of operating, that would enhance your ability to perform the job applied for: \_\_\_\_\_

\_\_\_\_\_

Employment Experience (Start with present, or last job first/up to a 10-year period)		
Employer:		Dates Employed: From To
Address:		
Telephone number(s):	Hourly Rate/Salary: Starting Final	Job Title:
Supervisor:	Work Performed:	
Reason for Leaving:		

Employer:		Dates Employed: From To
Address:		
Telephone number(s):	Hourly Rate/Salary: Starting Final	Job Title:
Supervisor:	Work Performed:	
Reason for Leaving:		

Employer:		Dates Employed: From To
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Reason for Leaving:		

Employer:		Dates Employed: From To
Address:		
Telephone number(s):	Hourly Rate/Salary: Starting Final	Job Title:
Supervisor:	Work Performed:	
Reason for Leaving:		

## References

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Current Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Current Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Current Occupation: \_\_\_\_\_

The Village of Savoy considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, non-essential physical disability, marital or veteran status, sexual orientation, or any other legally protected status.

## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not to be considered a contract of employment.

I hereby authorize and direct any and all listed prior employers, schools, individuals, and institutions to release and furnish to Village of Savoy, Illinois any information the Village may request about me and my application for employment.

I also authorize and direct the Village of Savoy to complete a background check, as determined by the Village of Savoy, to disclose any criminal records regarding me to the Village of Savoy.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Village upon employment.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date